

MINUTES
Workforce Connection
Of Central New Mexico
Full Board Meeting
Monday, February 14, 2005
South Broadway Cultural Center SE
Albuquerque, NM 87102
1:30 pm

Call to Order: 1:41 Robert Davey

Roll Call- Determination of Quorum- by Adrienne Smith

Present

- Charles Aguilar
- Steve Anaya
- Yoshiro Akutagawa
- Lloyd Beebe
- Martha Binford
- Doug Calderwood
- Ken Carson
- Robert Davey
- Stephanie Hanosh
- Judy LeJeune
- Connie Leyva
- Rita Logan
- Edna Lopez
- Gwen Manfre
- Virginia Murphy
- Al Padilla
- Jeff Parker
- Norman Ration
- Nancy Renner
- John Sapien
- Mike Swisher

Excused

- Jeff Armijo
- Carol Biondi
- Martin Candelaria
- Chuck Gara
- Vince Garcia
- John Gerhart
- Joe Iorg
- JC Lopez
- Roger Madalena
- Mary Lee Martin
- Myra Pancrazio
- Randy Sanchez
- Ben Silva
- Marsha Webb

Quorum was noted

(Chairman Davey introduced new Board members)

Approval of Monday, February 14, 2005 Agenda

Motion: Jeff Parker

Second: Steve Anaya

No Discussion

Action: Passed by voice vote

Tab 1. Approval of Minutes, Full Board: December 13, 2004

Motion: Mike Swisher

Second: Judy LeJeune

No Discussion

Action: Passed by voice vote

Tab 2. Monthly Expenditure Report- by Mike Swisher

- Mr. Swisher explained the WCCNM monthly expenditure report for the month ending January 31, 2005

Discussion and Questions Followed

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| FINAL ACTION ITEMS |
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There were two action items to discuss and vote on – both were passed by voice vote

Passed by voice vote

- Approval of One-Stop Certification Contract
- Approval of WFCP-03-05, EmployOn, Employment Search Engine

Tab 3. Approval of One-Stop Certification Contract - Introduction and Background by Adrienne Smith

- The Executive Committee approved a PY04 budget that included development of a process for One-Stop Certification.
- This process would result in certification status for the Mountain Road one-stop, a Board-developed set of standards to allow for a continuous improvement of one-stop centers.
- If certified, the Mountain Road one-stop would be the first in New Mexico; this could also lead to additional Federal funding.
- Staff issued a Request for Proposals for One-Stop Certification in December, one proposal was received; a proposal review team then reviewed and scored the RFP.
- Behavioral Assessment, Inc. received individual scores of 70, 85 and 90 out of a total 100.
- Staff is recommending award of a contract to Behavioral Assessment, Inc. to proceed with development of a certification process for the Central Region

Discussion and Questions Followed

Motion: Mike Swisher
Second: Edna Lopez
No Discussion
Action: Passed by voice vote

Tab 4. Approval of WFCP-03-05, EmployOn, Employment Search Engine

- EmployOn is an employment search engine that draws from over 100,000 websites nationally; includes a detailed cross reference of employer matches and job details, allows users to search results geographically by city; removes data older than 60 days from the site, and includes a level of specificity to small town in the Central Region.
- Though staff research there is no other program that offers this kind of service to users.
- Performance and Monitoring Committee, Training and Service Provider Committee and NMDOL have all viewed demonstrations of this web-based job search engine.
- This sole-source contract with employOn would be for ten licenses at a cost not to exceed \$28,600.
- Due to this contract being sole-source, this item must be passed unanimously by the Full Board

Discussion and Questions Followed

- **Concerns were raised by Board members regarding the use of EmployOn and whether or not it was the best and/or most economical job search tool.**

Discussion and Questions Followed

Motion to Table pending more information from staff: Mike Swisher
Second to Table: Virginia Murphy
Discussion Followed
Action: Passed by voice vote

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| DISCUSSION ITEMS |
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Tab 5. Employer Services Outreach – by Adrienne Smith

- The WCCNM set aside state discretionary funds and is now seeking plans from economic development agencies to link employers with WCCNM participants.
- At this point staff is asking for strategic plans from each organization, funding will be determined at a later point

Discussion and Questions Followed

Tab 6. WCCNM Monitoring Update-by Adrienne Smith and Ramona Chavez

- Monitoring of the WCCNM programs began in December and will continue through February, or until completed; both YDI and NMDOL are included in the review.
- So far, files look to be in good order with minor inconsistencies with both YDI and NMDOL.
- Follow-up is the most important issue that needs to be addressed.

- A fiscal review of YDI and NMDOL has been completed, and there are not findings with each.

Discussion and Questions Followed

Tab 7. WCCNM Administrative/Fiscal Agent and Service Provider Contracts for PY05- By Bob Davey

- Bob Davey explained that the end of PY04 is soon approaching, therefore A/E, NMDOL, and YDI contracts need to be reviewed to determine extension or termination of contracts.
- Performance and Monitoring Committee will review the NMDOL contract, the Youth Council will review the YDI contract and Nancy Renner, Judy LeJeune and Bob Davey will review the MRCOG contract.

REPORTS

Administrative Reports – by Lawrence Rael and Adrienne Smith

- The state-wide Disability Exchange will be held in April; Board members will receive invitations at a later date.
- Accessibility changes are being made at the One-Stops to accommodate the disabled community.
- Site visits of workforce development programs in Florida and Texas will be conducted to help with TANF integration.
- Ms. Smith introduced a letter from a past participant thanking WCCNM and staff.
- Mr. Rael explained to the Board that in the near future new computers and a new server may need to be purchased for the One-Stops.

Committee Reports -

Youth Council - by Mary Lee Martin

- No Report, Mary Lee Martin was excused from the meeting.

Performance and Monitoring – by Virginia Murphy

- The Performance and Monitoring Committee is meeting on a monthly basis to review performance measures.
- Ms. Murphy thanked Concha Cordova of YDI and Ron Chavez of NMDOL for their cooperation with the Committee.
- The Committee will meet on March 9, 2005 at the United Way offices to review NMDOL and YDI activity reports; YDI and NMDOL will be present at this meeting

Business Outreach – by Bob Davey

- This committee has not met in two months and needs a new chairman
- Any member interested in chairing this committee please contact Adrienne Smith

Training and Service Provider- by Judy LeJeune

- The Training and Service Provider Committee continues to work hard at evaluating and helping to clean up VOSS and Eligible Training Provider issues.
- Members of the Committee have also been involved in setting the demand occupations parameters.
- The Committee will keep the Board updated on all issues.

PUBLIC COMMENT/ADJOURNMENT

- **Public Comment –**
 - Nancy Renner would like an expenditure report from YDI
 - Connie Leyva explained that she was very please with MRCOG and thinks the A/E contract should be extended.
- **Adjournment – 2:50 pm**

NOTES

Next Meeting:

Date: April 18, 2005

Time: 1:30 p.m.

Location: VENUE TO BE DETERMINED

A more detailed account of the meeting and discussions are available for review at the MRCOG offices at: 317 Commercial NE, Suite 104 Albuquerque, NM 87102.